

August 2005  
Employee Newsletter



Arkansas Department of Correction

# Advocate

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Outstanding  
in the state

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## Women's facility underway at Wrightsville



Left: Lt. D. Pugh, chief of construction security, watches over construction of the new 200-bed women's facility at Wrightsville.

Construction has begun on the women's facility at Wrightsville which will eventually have room for 200 beds.

The structure, being built near the Boot Camp, will help accommodate the state's growing female inmate population.

The average number of women in prison in 2004 was 947 - an increase from an average of 879 in 2003. It's projected that the number of female prisoners could climb to 1,050 by the end of 2005.

As of August 29, there was a backlog of 235 women in county jails awaiting transfer to state correctional facilities.

The new 45,000-

Right:  
An excavator makes way for a sewer connection on the site.



Left: Inmates install a second fence and a gate at Wrightsville as work moves ahead on the new women's facility.

square-foot facility at Wrightsville is expected to be completed by Spring of 2006, said Project Manager Don Nelson.

Inmates were recently busy setting precast walls for the building and erecting a second security fence on the site.

## Director's Corner



**Larry Norris**  
**ADC Director**

The ADC recently began a new type of training for this agency. Character training. In the coming months, we will continue to concentrate on character. And it's not because our character is bad. As a whole, I don't think you will find a better group of people anywhere on the planet. But we all know that none of us is perfect and that we all have room for improvement. After all, even a sharp knife still needs a whetstone every now and then.

This training comes at a

time when we are seeing some very public displays of character. And we don't even have to leave the den. They are right there, in living color, for the all the world to see. Just turn on your television and watch any news channel and you will see a screenful of character displays. Live from New Orleans, site of one of the most horrific natural disasters in our country's history.

They say that trying times bring out the true character of people. And I believe that. From the flooded streets of New Orleans, we have seen the best and the worst of human nature. We have watched in horror as families waited to be rescued, stranded for days without food or water. They are the courageous who displayed the highest of humanity during the lowest of times. We have seen people paddling through wretched waters to reach other storm victims and float them to a safer place—risking their lives to save complete strangers. They are the selfless who put the well-being

of others above their own. We have seen families search frantically for missing relatives, pleading for someone's help to find their parents, their grandparents, their children. They are the broken hearted who are enduring losses no one should ever have to face.

And yes, we have seen people breaking into appliance and department stores, looting whatever they could. Stealing refrigerators, televisions and DVD players. Things that are useless in a city without electricity, or gas or water. They are the lawless who prey upon the misery of others. And we have seen bands of hoodlums take guns, take aim, and take shots at whoever moved. Shooting to kill in the streets of a drowning city. They are the heartless. Without compassion, without conscience, without character.

Maybe the heartless could learn a lesson in character from their neighbors across the state line. From the people who work at correctional units throughout Arkansas, who are

displaying what real character is all about. One of our new training manuals defines character as "the qualities built into an individual's life that determine his or her response, regardless of the circumstances." Your response during this, the direst of circumstances, has been tremendous. You have given time, money and goods. You have been eager to help replace whatever Katrina washed away. Not because you've had to but because you've wanted to. Because that's the way you're built.

You know that people are hurting and you want to ease their pain. None of us is rich, but all of have something to give. And whether you have donated time or money to the American Red Cross, the Salvation Army, your church, or to our relief effort for correctional officers, I thank you from the bottom of my heart. I know the need is great, but I believe our character is bigger. And you are proving it with each passing day.

## Gas saver: Bus rolling roundtrip to Cummins, Varner units

The ADC has started offering an economical and convenient way to work for some employees at the Cummins and Varner units.

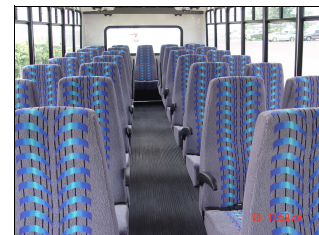
A 33-passenger bus picks up employees from the Lake Village, McGhee and Dumas communities. The bus provides roundtrip service during one day shift and one night shift.

Human Resources Administrator Kevin Murphy said officials would like to provide service for two night shifts and two day shifts but are waiting for more people to sign up.

Riders pay \$20 per pay period to reserve their seat on the



Left: This 33-passenger bus provides rides to Cummins and Varner for security staff members in the Lake Village, McGhee and Dumas communities.



Left: Plush seats allow for a relaxing ride.

bus. The fees are payroll deducted.

Employees need to contact their unit HR manager if they are interested in signing up.

The bus operates seven days a week, 365 days a year weather

permitting.

"This is just a great way to save money, relax and let someone else do the driving," Murphy said. If, at some point, employees who live in the Pine Bluff area and work

at Cummins and Varner express enough interest, officials will assess the situation and determine if another route is needed, he said.



## National Major Gang Task Force Conference set for Sept. 11-14 in LR

The Arkansas Department of Correction is hosting the National Major Gang Task Force 11th Annual Training Conference in Little Rock on Sept. 11-14.

Held at the Peabody Hotel, the gathering will bring together law enforcement officials, state corrections personnel, educators and community leaders to network and share in the latest techniques that deal with gang prevention and identification.

The National Major Gang Task Force is committed to providing leadership and information within the crimi-



nal justice system and other stakeholders to minimize the effects of security threat groups, gangs and terrorists in jails, prisons and communities.

During the conference, various agencies will join forces to combat gang activity and its impact on people's quality of life.

Some of the training workshops and seminars will

focus on such topics as female gangs, gang tattoos and white supremacy groups as well as such issues as bullying and security in schools.

"We have been active since 1993—the result of several correctional officers coming together to talk about gang issues and problems," said Dawn Stephens, NMGTF project director. The organization was born out of a National Prison Gang/Security Threat Group Workshop held in Houston in the summer of 1993.

This year's NMGTF

Conference in Little Rock promises to be enlightening for those working in corrections, law enforcement, education and related fields, said Conference Committee Co-chairman and ADC Internal Affairs Administrator James Gibson.

"A lot of people have worked hard to put this conference together," he said. Topic levels range from advanced to basic for people who might not know anything about gangs, he said.

About 400 participants are expected to attend.

## APERS seminar offers details on contributory retirement program

With a presentation entitled "Going Contributory—It's Your Choice," Cheryl Wilburn of the Arkansas Public Employees Retirement System gave ADC staff members useful information about the new contributory program.

"Anybody hired after July 1 (2005) must be contributory," Wilburn said.

Workers employed *before* July 1, 2005, have until Dec. 31 to choose whether or not to enroll in the contributory program.

"Once we receive your form, it's irrevocable," Wilburn said. "I urge you to look at the numbers and feel comfortable before you send in your application."

If a member is already, and chooses to remain contributory, the member does nothing. Their retirement plan and benefit options remain the same.



Cheryl Wilburn, APERS retirement counselor

### 5 percent contribution

Contributory program participants contribute 5 percent of their gross annual pay, pre-tax (taxes are deferred).

"We've had calls from members who want to contribute more than 5 percent but it's 5 percent—no more, no less," Wilburn said.

A member only pays taxes on the contributions when the money is received through a refund or retirement. Joining the new contributory program could affect a member's current tax liability, Wilburn

said.

### The new multiplier

As of July 1, 2005, the multiplier for the new contributory program is 2 percent. In comparison, the multiplier for the non-contributory program is 1.72 percent of service rendered after that date. The multiplier for service before July 1, 2005 is 1.75 percent.

### No temporary annuity

The contributory program doesn't provide a Temporary Annuity. However, the program uses a higher multiplier of 2 percent to calculate the retiring person's annuity benefit.

### What to consider

Should you go contributory or non-contributory? Consider:

How long do you plan to continue working before retiring?

In the short term, can you afford to have 5 percent withheld from your payroll?

In the long term, would you be in a better financial position in retirement being contributory?

If you remain non-contributory, how long will you receive the Temporary Annuity if you retire as planned?

What other financial resources will you have when you retire?

What will your financial obligations be when you retire?

For more information, visit [www.APERS.org](http://www.APERS.org) or call 1-501-682-7800 or 1-800-682-7377.

## Roy Agee named Outstanding State Employee of the Year

Roy Agee loves people and he loves to laugh. Those qualities helped earn him the Outstanding State Employee of the Year award.

The intake supervisor at the Diagnostic Unit was honored during a banquet hosted by the Arkansas State Employees Association Aug. 5 in Hot Springs.

The award recognizes employee contributions to the state and to the community. Agee was selected from among 43 nominees statewide.

Within ADC, Agee has been recognized with both Employee of the Year and Supervisor of the Year awards. He displays a caring attitude towards his co-

workers and is an avid youth supporter. The White Hall resident has coached a variety of sports teams and has served as a “big brother” and mentor to neighborhood boys.

He was selected as White Hall Chamber of Commerce Volunteer of the Year in 2003.

Agee said his father played a major role in the man he is today.

“My father always went the extra mile with me when I was growing up,” he said. “He was always teaching and showing me things.” His father often included Agee’s young friends on fishing and camping trips.

Agee also said he wouldn’t have won the ASEA award without the support of his wife of 20 years.

“I couldn’t have done it without her organizational skills. She’s the rock that keeps me organized,” he said.

The Pine Bluff native is known for his positive attitude and his sense of humor.

“I just love people,” he said. “I try to keep everybody in a good mood. Somebody that’s happy is in a good frame of mind.”

Agee began working for the Arkansas Department of Correction in 1992 as a correctional officer. After leav-



Above: Roy Agee, right, the intake supervisor at the Diagnostic Unit is presented the ASEA Outstanding State Employee of the Year award by ASEA President Sam Miller.

ing for a brief stint with the Department of Community Correction, he returned to ADC and later worked as a unit trainer and as an intake counselor. He has been the intake supervisor for about three years. Agee said he’s thankful for the ASEA award and for the support of his staff and supervisor.

“I’ve never done anything because I want anything for doing it but I do appreciate it,” he said.

In addition to being active with youth sports, the father of two collects clothes for needy families and heads fundraisers for church groups to go on mission trips.

Agee said a turning point came in his life when

one of his sons started playing football. At first he sat on the sidelines and complained about how things were done. But, he realized that things weren’t going to change unless he got involved.

“I just think everybody – if they’re not involved – ought to get involved in something,” he said.

Agee especially encourages people to work with youth.

“You might not make a difference in all of them but if you can save one from being in the penitentiary or on drugs, then it’s worth all of the effort you put into it,” he said.

## Brown wins ASEA’s recruiter of the year



Above: Lisa Brown, a Secretary II with Arkansas Correctional Industries, left, and Central Office staff member and ASEA District 4 Director Ramona Green, at the Arkansas State Employees Association conference.

Brown was named Recruiter of the Year. The former ADC benefits specialist, recruited 138 new ASEA members.

*“We all have dreams. But in order to make dreams come into reality, it takes an awful lot of determination, dedication, self-discipline, and effort.”*

- Jesse Owens

## And the nominees are....

### ADC employees show state has many reasons to be proud

Although there could be only one winner of the Arkansas State Employees Association's Outstanding State Employee of the Year award, many ADC employees were among the 43 nominees who were also honored. The following are excerpts from the nominations that were submitted.

**Jerry Campbell** is administrator of Arkansas Correctional Industries and has, in his 33-plus-year career as a state employee, demonstrated the sort of inspirational leadership qualities that transform an ordinary workplace into a true family.

**Karla Capaul** is a sergeant with the Mississippi Work Release Center. Her numerous certificates and letters of appreciation attest to the countless hours she has contributed to the smooth operation of her unit.

**Will Starks**, a teacher with the East Arkansas Regional Unit, is known as a "master motivator," and his positive attitude and excellent rapport with students are traits that he brings equally into his community service.

**Sherri McEwen**, an ACA manager at the Grimes Unit, has encyclopedic knowledge of state policy. She shares this knowledge unselfishly with coworkers—a reflection of

her generosity, which is also reflected in her community activities.

**Pam Riegler** is an associate human resources administrator. Instrumental in the department's AASIS conversion, she is a "lead-by-example" employee and her spirit of human kinship has led to her active involvement in the community. She is also an "AASIS Ace" award winner.

**John H. Gore** has been a state employee for more than three decades. As a supervisor at the Diagnostic Unit, he has demonstrated unflagging integrity—reflected in three Supervisor of the Year honors—combined with a sincere dedication to the cause of rehabilitation.

**Ann Montgomery** is a records/intake supervisor at the McPherson Unit. Despite major changes at her workplace, she proved her adaptability. Knowledgeable, professional and hands-on, she is a supervisor's supervisor who has devoted time to youth in her community.

**Bruce Harding**, a food production captain at JCJ/CF, combines his outgoing and humorous personality with a compassionate com-

mitment to doing the best job possible. He active in his church and is a member of the Army National Guard.

**Michael Ballard**, a sergeant at the Pine Bluff Complex, has a perfect attendance record and a consistently strong performance in a highly stressful position. He is an active parent in his community and a politically involved citizen.

**Judith Steed** is an administrative review officer at the McPherson Unit. That she has made personal sacrifices in order to make a better life for those around her is a testimony to the depth of her character and the strength of her spirit.

**Mary Mosley** is a business manager with the Mississippi County Work Release Program. The admiration of her co-workers is demonstrated in her selection as 2001's "Boss of the Year." She is also held in high esteem in her community because of her charitable efforts.

**Allen Barron** is chief of security at the Mississippi County Work Release Center. He is "loyal, dedicated, honest and self-motivated—

a true professional." The recipient of the Center's Supervisor of the Year award, he is also active in serving his community.

**Lover Polk**, a records supervisor at the Tucker Unit, is an employee who performs her job quietly and thoroughly, not for praise nor for the limelight, but of the intrinsic worth of the process. She also mentors young women in the community.

**Pamela Ann Clark** is a secretary II at the Texarkana Regional Correction Center. In her 20 years of state service, she has made the unit a safer, more efficient, more professional and more pleasant place. The recipient of the 2004 Warden's Outstanding Service award is an equally valuable fixture in her community.

**Warren Sanders**, a business manager at the North Central Unit, is described as a "hard-charging, dedicated and responsible person on and off the job." He is known in his community as a youth advocate. Sanders was among the top seven nominees.

**Roy Agee**, intake supervisor at the Diagnostic Unit won the prestigious honor.

(See details on page 4)

Thanks to everyone who nominated an ADC staff member for this award!





## Insurance-free pay date Sept. 2

August 14 - August 27 with pay date September 2 is referred to as a 'free' pay period for employees.

Your paycheck did not show any deductions for health insurance plans and USABLE life insurance plans.

There are two 'free' pay periods each calendar year. This is the last one of 2005. The next one will be for pay period 5 in 2006 (covering February 12 - February 25

with pay date of March 3).  
Enjoy.



## Zettie Nash Memorial Scholarship Fund established by Wrightsville 'family'

The Wrightsville Unit Family thanks all those who contributed to the Zettie Nash Memorial Scholarship Fund. A total of \$841 has been donated to the fund. The support of the legacy of Zettie Lee Nash is greatly appreciated.

Nash, who worked as a

secretary in the records office, was always concerned about children, co-workers say. So, it was fitting that they established a scholarship to be awarded through her church, Mount Nebo African Methodist Episcopal Church in College Station.

## Clothing donations accepted for inmates leaving prison walls



If you have clothing to donate, please contact Volunteer Coordinator Linda Shepherd at 870-267-6314.

Your assistance will be greatly appreciated.

Peggy Falls, intake officer at the Diagnostic Unit, distributes clothing to units that need it for their inmates. Contact Falls at 870-267-6410 and let her know if your unit wants to send someone to get clothing for inmates.

Got some clothes you can't fit into anymore? All units are in need of good, clean used clothing for inmates upon release and for work release inmates.

## State Vehicle Reporting

Vehicle reports need to be in the office of Vehicle Manager Theresa Spurlock by the 3rd of each month. Each vehicle has its own report. That report will have entered on it each time fuel is put in the vehicle. When a fuel card is used, the ticket will be attached to the vehicle report and the use noted in writing on the report.

State employees driving vehicles must follow these procedures. Any vehicles not in compliance will be included on a list sent to the Management Team.

## Department Briefs

**Basic Correctional Officer Training Class 2005-N** began on July 4 with 41 students enrolled and 22 graduated on August 12.

**BCOT Class 2005-O** began on July 18 with 47 students enrolled and 38 graduated on August 26.

Congratulations and welcome!

As of August 22, the time clocks were configured to where non-exempt employees are required to **clock in and out for lunch**.

Please make every at-

tempt to comply with this change in order to keep the "Fail to Swipe" forms at a minimum

Effective September 1, 2005, the maximum authorized rate of reimbursement for the use of privately-owned vehicles on official state business temporarily increased from **37 cents to 39 cents per mile**. The reimbursement rate will be evaluated for a possible reduction if and/or when average gasoline prices decline to \$2 per gallon.

The Arkansas Department of Correction has entered into an agreement with **Actronix Corp.** to open a factory at the McPherson Unit. The facility, which is expected to be completed soon, will be the first of its type in the state. Actronix produces wiring harnesses. The primary labor for the factory will be inmates. They will be paid and their taxed earnings will provide support for dependents, contribute to a victim restitution fund, and establish a savings

account to aid in their re-entry into society upon release from prison.

What's happening at your unit? **The ADC Advocate** wants to know about staff recognition, unit improvements and more.

Send news, information and photos to: bobbie.crockett@arkansas.gov or call 870-267-6990. You may fax items to 870-267-6244.

★  
★  
★ **Employee Spotlight:** Bobby Coleman

As the school year gets underway for thousands of children across the state, it's also a busy time for the Arkansas Department of Correction School District. Just ask Bobby Coleman who serves as principal at the North Central Unit.

“We are a public school within the state of Arkansas,” he said, explaining that the weeks leading up to the start of classes are challenging for administrators and teachers.

“Our biggest hurdle is to identify students who should appropriately be in school if they don’t have a G.E.D. or high school diploma,” he said.

Coleman started in his new job as principal on August 1. He began his teaching career at the Maximum Security Unit in 1996. The Mountain View resident started working as head teacher at the McPherson

Unit in 1998.

Education can play a major role in the lives of inmates, Coleman said.

“Evidence proves that inmates who receive a high school diploma during incarceration have a lower recidivism rate than those who do not obtain the diploma,” he said, adding that obtaining that diploma is often the first significant accomplishment for many inmates.

“School staff have the opportunity to assist the inmate student in committing to a personal goal and seeing it through to accomplishment,” Coleman said.

He said the opening day at NCU's school went extremely well.

“Our inmates are ready and so is our staff,” Coleman said. “It’s just exciting that all of our schools have gotten off to a good safe year.”



**Bobby Coleman, NCU principal**

As of Aug. 19, 154 students are enrolled at NCU, he said, explaining that each student spends at least three hours a day in class at the unit.

An ordained minister, Coleman said teaching just comes naturally to him. The Batesville native serves as minister at Oxford Methodist and Presbyterian Church and at Cumberland Presbyterian Church at Salem. He previously worked as a part-time teacher in Tennessee before getting his credentials to teach in Arkansas.

Before he started working

for ADC, Coleman spent time with KFC—running a fried chicken business.

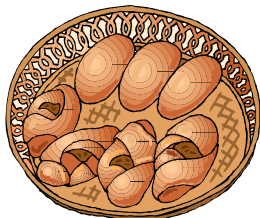
A friend of his who was the head teacher at the North Central Unit encouraged Coleman to consider teaching after he sold his business.

Helping inmates take responsibility and control of their situation has been rewarding, Coleman said.

"I enjoy the work at NCU. The unit provides a positive environment for school. Unit staff is respectful and supports the goal of the department that all inmates should have skills necessary to function in society upon release," he said.

One of Coleman's interests outside the school district is woodworking. He has completely remodeled his house and enjoys making children's toys.

## Recipe Roundup



## Mexican Stuffed Sandwich

1 1/2 pounds lean ground beef

1 small onion, chopped

6 ounces shredded mild  
cheddar cheese

1 can (8 ounces) tomato sauce

2 tablespoons chopped black olives

1/4 cup salsa

12 hard rolls

Salt, pepper, other spices to taste

**Directions:**

Brown ground beef with onion,  
drain well.

Stir in cheese, tomato sauce, olives and salsa.

Pinch bread out of center of rolls;  
fill rolls with beef mixture.

Wrap each roll in foil and bake at 350 degrees for 25 to 30 minutes.

Makes a dozen sandwiches  
(dependant on size rolls used).

Recipe courtesy of Raymond Morgan.

## Share your recipes

Do you have a recipe you'd like to share? Send it via truck mail to Bobbie Crockett, Central Office, email [bobbie.crockett@arkansas.gov](mailto:bobbie.crockett@arkansas.gov) or fax it to: 870-267-6244.

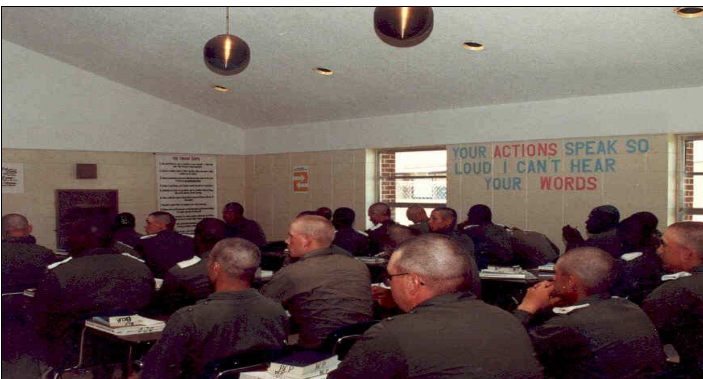
Be sure to include measurements for each ingredient.



## Boot Camp inmates march to beat of a different drummer



Above: Cpl. Sylvester White, far left, takes a group of inmates through a drill at the Wrightsville Boot Camp.



Above: Words, at far right, encouraging inmates to be mindful of their actions have graced the Boot Camp's classrooms and hallways since the program began in April 1990.



Above: During a recent graduation, teacher Rob Nankervis, center, congratulates one of the Boot Camp Program participants for earning his GED as staff members Major Greg Courington, Sgt. Laurel Hooks and teacher Cheryl Johnson look on.

Courington encouraged family members to help the graduates steer clear of the wrong crowd. "There are buddies and friends," he said. "A buddy will help you fall. A friend will keep you from falling."

For some inmates, the Arkansas Department of Correction Boot Camp Program offers a crash course in turning their lives around.

The Boot Camp Program is a 105-day period of highly-regimented and tightly-structured incarceration. It's a voluntary option for nonviolent felony offenders being incarcerated for the first time.

The military-style program helps participants build personal confidence, personal responsibility, self-respect and respect for others.

The program is built on a triad of discipline, academic education and substance abuse training, said Assistant Warden John Craig.

Participants learn early on to rely on self for change, said one recent graduate.

"It's up to you if you want to change or not," he said. "If you don't change, you really won't make it."

Drill instructors provide intensive instructions in military bearing, courtesy, drills and physical exercise. Another part of the program provides intensive treatment. It examines the development of both criminal and responsible behavior with an emphasis on individual responsibility and accountability, Craig said.

"We're trying to give people a chance—basically a last chance (since they can't return to Boot Camp) to turn their lives around. One way we try to do that is build some integrity and personal responsibility," Craig said.

Right: Major Greg Courington and CO1 L. Hobson prepare to shake hands with graduates as they exit the Boot Camp gate.



Left: Cpl. Sylvester White, left, and Sgt. David Benton watch graduates leave Boot Camp.



## MCWRC Employee Association donates school supplies

In conjunction with the local chapter of the Arkansas State Employee Association, the Mississippi County Work Release Center Employee Association conducted a school supply drive to donate to a local school.

Participation was great and an abundance of school supplies including notebook paper, notebooks, pencils, crayons, scissors, glue, hand sanitizer, Kleenex® and school folders were collected.

Since the MCWRC is located a few miles from the Luxora Elementary School, that school was chosen to be

the recipient of the supplies.

On August 24, Center Supervisor Joe Porchia and Mary Mosley, MCWRC Employee Association president—representing the

local chapter of the ASEA, traveled to the Luxora Elementary School where the school supplies were presented to Gloria Phillips, principal.

Porchia and Mosley said it was very rewarding to be able to assist in such a worthy cause.

A big thanks to the MCWRC employees for helping out!



Left: MCWRC Supervisor Joe Porchia and Mary Mosley, MCWRC Employee Association president, presented Luxora Elementary School Principal Gloria Phillips with school supplies. The supplies were collected during a drive spearheaded by the employee association.

### Retirement group welcomes retirees, affiliate members

The Arkansas Department of Correction Retirement Association meets each quarter at one of the units.

The next meeting will be from 10 a.m. to 1 p.m. Sept. 22 at the Wrightsville Unit. There will be a speaker and a meal.

“It’s a way of continuing their (retirees’) connection to the ADC family,” said Human Resources Administrator Kevin Murphy. Members are retired from ADC or are affiliates who are within three years of retirement.

Dues are \$1 per month.



## Fired up: Arkansas Correctional Industries has grilling options

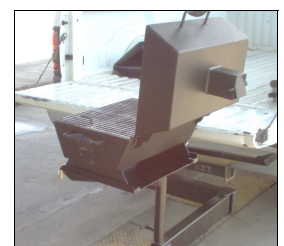
Arkansas Correctional Industries has a lineup of barbecue grills in various sizes available for purchase.

ACI also plans to begin offering a new tailgate grill, like the one pictured below and at right.

For more information about ACI products, visit [www.acicatalog.com](http://www.acicatalog.com) or call 1-877-635-7213.



Ready to roll: ACI has developed a versatile tailgate grill. The grill retracts for easy storage at the rear of the vehicle.



## Health Matters

### Talk a walk on the wild side: exercise surrounded by nature



Left:  
A view  
from  
Petit  
Jean  
State  
Park.

With fall coming soon, it's a great time to start planning some outdoor exercise. Why not head to a park or outdoor trail and take a walk on the wild side with your family and/or friends?

can reduce the risk of coronary heart disease and stroke, lower blood pressure, curb high cholesterol, reduce body fat and much more.

Here are some spots

Studies show that walking around the state to consider:

### Employees can make health coverage changes in October

ADC employees who want health insurance must sign-up for any type of health insurance within 30 days of their date of hire.

If you miss the initial sign-up period, you must wait until open enrollment in October of each year, unless you have a valid fam-

ily status change.

During October, any employee is allowed to add, change or even cancel any or all insurance policies.

So, mark your calendar if you're thinking about changing your coverage or plan to sign up during open enrollment.

**The Gov. Mike Huckabee Delta River Nature Center** at Regional Park in Pine Bluff offers nature trails where visitors can explore plants, animals and places including a pond and a wetland.

Little Rock's **Arkansas River Trail** is part of a proposed 24-mile walking trail that will link several parks and tourist attractions.

Petit Jean State Park near Morrilton offers several hiking trails including the .25 mile **Bear Cave Trail**. There's no true cave but huge rocks form shelters and narrow passageways.

Lake Chicot State Park offers the **Delta Woodland**

**Trail**. The one-mile trail is surrounded by hardwoods, wildflowers and birds.

Lake Ouachita State Park offers the .5 mile **Dogwood Trail** through the Ouachita National Forest.

Millwood State Park near Texarkana offers the .15 mile **Waterfowl Way Trail**. It meanders through a bog and pine and hardwood tree stands.

For more information about the Gov. Mike Huckabee Nature Center, visit: [www.deltarivers.com](http://www.deltarivers.com)

For more details about these and other hiking trails and for hiking tips, visit: [www.arkansas.com/outdoors/hiking](http://www.arkansas.com/outdoors/hiking).



### Dog days of summer



Left: Shelton, a 1-year-old Sheltie (Shetland Sheepdog) owned by Janie Shults, of Central Office, didn't let the August heat keep him from getting some exercise. Wearing his favorite visor, Shelton seems right at home with his paws on the treadmill. To keep cool, he drinks plenty of water during his workout.

### Is your college-age child covered?



submit a Student Verification Form each Spring and Fall semester your child is enrolled in college as a full-time student.

You may print the form from the Employee Benefits Division's Web site: [www.arbenefits.org/ebd\\_pages/forms/student\\_verification.doc](http://www.arbenefits.org/ebd_pages/forms/student_verification.doc) or you can request a form from your unit human resources manager or from the central Human Resources Benefits Division.

If you have a college student, he or she may be eligible to continue on your state health insurance.

If your child is less than 24 years of age, is a full-time student carrying 12 credit hours or more, and is currently covered by your health insurance, read on.

Be sure to complete and



## Wily worms invade, wreak havoc on computer networks

In August, worms made their way into computer networks in states across the country, including Arkansas. These weren't your ordinary, garden variety worms but programs that have been engineered to cause havoc for computer users.

The worms identified on the state network are called ESBOT and ZOTOB.

### What are worms?

Worms are programs that travel via the many networks that make up the Web, seeking vulnerable computers to attack. A worm usually takes advantage of a specific security hole in a piece of software

or operation system.

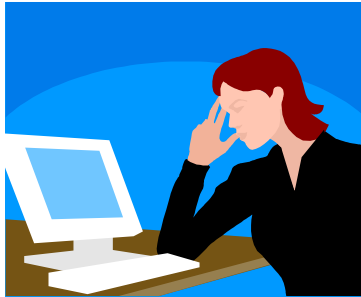
ZOTOB is a worm that targets Windows 2000-based computers and takes advantage of a security issue that was addressed by Microsoft Security Bulletin MS05-039. This worm and its variants install malicious software, and then search for other computers to infect.

The ESBOT worm exploits a network vulnerability in Windows 98, ME, NT, 2000, XP, and Windows Server 2003 systems that have not been updated with the MS05-039 patch.

Patches, cleaners and updated

virus signature files are available to help keep your computer running smoothly.

If you suspect a worm or virus may have made it's way into your computer, contact the IT staff for assistance.



### Wacky Monday



Notice anything extraordinary about the computer screen above?

Here's a clue.

Sherry Moring, Central Drug Coordinator, discovered that her computer screen displayed everything upside down one recent Monday morning.

"I have never seen anything like that in my life," she said.

Moring quickly mastered maneuvering her mouse pointer around the screen (no easy task) and got help from co-worker Richard Rodgers to fix the problem. Thanks Mr. Rodgers! It's great to have you in the neighborhood.

## Protect your computer from irksome viruses

Unlike worms, 'regular' viruses require the spreading of an infected host file such as an email attachment, a download, or a diskette or CD.

Consider taking a few basic precautions to keep your computer safe:

**Beware** of email attachments from people you don't know. Never open an attachment unless you are absolutely sure what

it is and who sent it.

**Don't download** files from strangers or click on hyperlinks from people you don't know.

Also, remember to **change your password** at least every 90 days. Use a combination of letters (upper and lower

case), numbers, and symbols. Passwords should be at least eight characters in length.



## Design wanted for 16th Annual Red Ribbon Run: Deadline Sept. 28

It's time to get your paintbrushes and pencils out and start drawing a design for the Arkansas Department of Correction's 16th Annual Red Ribbon Run. The event is set for Oct. 29.

The design contest is open to all employees and inmates of the department.

The winning designer receives \$55; second place gets \$35 and third place receives \$20.

The design is due in Chief Deputy Director Ray Hobbs' office at Central Office no later than Sept. 28. If you have any questions, call Ramona Green, 870-267-6301.





## Governor's Service Awards

July 2005

### 30 Years

Glen M. Cummings - Farm  
Michael J. Grimes - Industry  
Sara D. McQuilliams - Benton Unit  
Steve R. Outlaw - Delta Unit

### 20 Years

Isom Cross Jr - Diagnostic Unit  
Michael C. Tucker - Cummins Unit  
Stephen D. Williams - Director's Office

### 10 Years

Early J. Everett, Jr. - Delta Unit  
Menz E. Greenwade - Cummins Unit  
Teresa G. Lain-Wilson - Transportation  
Shelia D. Matthews - Maximum Security Unit  
Linda N. Robinson - Tucker Unit

### Retirement

Roy L. Collins - Diagnostic

*Congratulations!  
Your years of service are appreciated.*

## Blanchard promoted at NAWRC



Left: Lt Jimmie Eagle pins Mark Blanchard, left, upon his promotion to corporal at the Northwest Arkansas Work Release Center in Springdale.

Mark Blanchard, who has been an officer at the Northwest Arkansas Work Release Center for a year, received his CLIP 1 promotion to corporal on August 2.

"Corporal Blanchard

graduated at the top of his Academy class one year ago and has been an outstanding addition to our team here at Northwest Work Release," said Center Supervisor Jim Brooks.

## Fall 2005 Police Olympics Games set

The Fall 2005 Police Olympics Games are coming soon. A fishing tournament is set for Oct. 4 at DeGrey Lake at the Spillway Ramp. Registration will be held at 5 a.m. and the tournament will be held from first safe light to 2 p.m. The entry fee is \$45 per person and includes dinner. Forty dollars of each entry fee, will be split three ways (50%, 30% and

20%) to go to first, second and third place winners. So, the more fishermen, the bigger the prize.

A golf tournament is set for Oct. 7 at 8 a.m. at the Pine Valley Golf Course. The fee is \$30.

Should you have any questions, contact chris.coody@arkansas.gov or visit the Web site: [www.arkansaspoliceolympics.org](http://www.arkansaspoliceolympics.org)

## On the road again...



Left: Motorcycle riders from various ADC units met up for a ride to Petit Jean on August 6. About 14 people showed up for the meeting at a Pine Bluff restaurant and about 12 went on the trek.

The group is planning a trip to a motorcycle exhibit in Memphis on Oct. 1. For more information: contact: Clay Sides at 870-267-6817, Rick Toney at 870-267-6800 or Jerry Campbell at 870-850-8431.



## ADC Promotions and New Hires — July

### Promotions

7/03/05	Derwin Clark	Substance Abuse Program Leader – Wrightsville
7/03/05	Feron Clemmons	Sergeant – Maximum Security
7/03/05	Billy Hayes	Sergeant – Cummins
7/04/05	Theon Mayo	Sergeant – Pine Bluff
7/06/05	Ronnie Adams	Major – Ouachita
7/06/05	Aundrea Weekly	Major – JCJ/CF
7/06/05	Larry Hicks	Major – Wrightsville
7/08/05	Shawn Berry	Sergeant – Transportation
7/11/05	Anthony Allen	Sergeant – Maximum Security
7/11/05	Ken Voss	Sergeant – Ouachita
7/11/05	Ludren Vice	Sergeant – Ouachita
7/11/05	Patrick Sepulvado	Sergeant – Ouachita
7/11/05	Roger Paul Jr.	Sergeant – Ouachita
7/11/05	Marinda Mitchell	Sergeant – Ouachita
7/11/05	Sherry Hughes	Sergeant – Ouachita
7/11/05	Sandy Efird	Sergeant – Ouachita
7/11/05	Chad Burrow	Sergeant – Ouachita
7/11/05	Angelika Smarjesse	Food Production Manager II – Cummins
7/13/05	Virginia Harris	Human Resources Manager – Delta
7/13/05	Herbert Straughn	Lieutenant – Diagnostic
7/15/05	Deborah Socia	Management Project Analyst – SOSRA
7/17/05	Barry Greenlee	Sergeant – Cummins
7/17/05	Sandra Beatty	Food Production Manager 1 – Delta
7/17/05	Vance Dotson	Sergeant – Wrightsville
7/17/05	Brenda Swygart	Lieutenant – Cummins
7/17/05	Jessie Davis	Major – Varner
7/18/05	Joseph Henderson	Mailroom Manager – JCJ/CF
7/22/05	Flora Washington	Sergeant – Varner
7/22/05	Gary Domineck	Sergeant – Varner
7/25/05	Jason Cole	Sergeant – Grimes
7/25/05	Justin Tindall	Sergeant – Grimes
7/26/05	Boyd Martin	Sergeant – McPherson
7/27/05	Deloise Johnson	Sergeant – Construction
7/31/05	Shirley Simmons	Sergeant – Wrightsville
7/31/05	Loretta Williams	Human Resources Manager – EARU
7/31/05	David Hogan	Sergeant – Maximum Security
7/31/05	Kathy Stewart	Sergeant – EARU
7/31/05	Clayton Brooks	Sergeant – EARU

### New Hires

7/05/05	John Bishop Jr.	Sergeant – Delta
7/11/05	Kassi Pearson	Commissary Supervisor – McPherson
7/18/05	Karen Bradshaw	Commissary Supervisor – Benton
7/18/05	Darrell Watkins	Lieutenant– MCWR
7/19/05	Linda Dobbs	Document Examiner I – Delta
7/22/05	Jessica Tillman	Document Examiner I – Varner
7/25/05	Lisa Gray	Rehabilitation Supervisor – SOSRA
7/26/05	Jamie Thompson	Commissary Supervisor – Ouachita
7/26/05	Christina Powell	Classification & Assignment – Ouachita

# ADC TRAINING

## SEPTEMBER TRAINING SCHEDULE

Date	Title	Time	Length	Location
1	Race Relations & Cultural Diversity	8 a.m.	4 hrs.	HR
1	Performance Evaluation	8 a.m.	4 hrs.	TA
1	Sexual Harassment/Misconduct	8 a.m.	5 hrs.	TA
2	Structured Interviewing	8 a.m.	4 hrs.	HR
2	Interpersonal Communication	8 a.m.	8 hrs.	TA
6	Inmate Grievances	8 a.m.	4 hrs.	HR
6	Administering Discipline	8 a.m.	4 hrs.	TA
6-7	Hostage/Crisis First Responders	8 a.m.	16 hrs.	TA
7	Change Changes You	8 a.m.	4 hrs.	TA
8	Fair Labor Standards Act	8 a.m.	4 hrs.	HR
8-9	The Human Element	8:30 a.m.	14 hrs.	LR (Inter-Agency)
8-9	Management Effectiveness	8 a.m.	16 hrs.	TA
9	Courtroom Testimony	9 a.m.	6 hrs.	U of A PD at Fayetteville
9	Introduction to Computers/Internet	8 a.m.	6 hrs.	HR Lab
12	<b>*Administering Discipline</b>	<b>8 a.m.</b>	<b>4 hrs.</b>	<b>Ouachita River Unit</b>
12	<b>*Performance Evaluation</b>	<b>12:30 p.m.</b>	<b>4 hrs.</b>	<b>Ouachita River Unit</b>
12-13	Introduction to Management	8 a.m.	16 hrs.	TA
12-13	The Human Element	8:30 a.m.	14 hrs.	TA (Inter-Agency)
12-16	New Riders Class	8 a.m.	40 hrs.	Wrightsville Unit
12-16	Info. Technology CLIP Cortication Training	8 a.m.	40 hrs.	HR
13	Leadership, Security & Body Language	8 a.m.	4 hrs.	TA
13-14	<b>*Introduction to Management</b>	<b>8 a.m.</b>	<b>16 hrs.</b>	<b>Ouachita River Unit</b>
15	<b>*Sexual Harassment/Misconduct</b>	<b>8 a.m.</b>	<b>5 hrs.</b>	<b>Ouachita River Unit</b>
16	Interpersonal Communication	9 a.m.	6 hrs.	Little Rock
16	Firearms Recertification Course	8 a.m.	8 hrs.	TA
19-20	<b>*Emergency Preparedness</b>	<b>8 a.m.</b>	<b>16 hrs.</b>	<b>Ouachita River Unit</b>
19-21	<b>*Basic Spanish for Law Enforcement</b>	<b>8:30 a.m.</b>	<b>21 hrs.</b>	<b>Nashville PD</b>
19-23	Nutrition/Wellness CLIP Certification Training	9 a.m.	40 hrs.	HR Auditorium
20	Basic PowerPoint	8 a.m.	4 hrs.	HR Lab
20	Written Business Communication	9 a.m.	6 hrs.	LR
20-23	<b>**Bloodstain Pattern Documentation</b>	<b>8:30 a.m.</b>	<b>28 hrs.</b>	<b>LR</b>
21-22	<b>*Management Effectiveness</b>	<b>8 a.m.</b>	<b>16 hrs.</b>	<b>Ouachita River Unit</b>
21-22	Introduction to Computers	8:30 a.m.	14 hrs.	LR
23	Grievance Prevention & Handling	9 a.m.	6 hrs.	LR
23	Verbal Fitness for Law Enforcement	9 a.m.	6 hrs.	Forth Smith PD
26	<b>*Interpersonal Communication</b>	<b>8 a.m.</b>	<b>8 hrs.</b>	<b>Ouachita River Unit</b>
26-27	Mental Health II CLIP Certification Training	8 a.m.	40 hrs.	TA
26-27	Basic Emergency Response Team Training	8 a.m.	40 hrs.	TA
28	<b>*Race Relations &amp; Cultural Diversity</b>	<b>8 a.m.</b>	<b>4 hrs.</b>	<b>Ouachita River Unit</b>
28	<b>*Structured Interviewing</b>	<b>12:30 p.m.</b>	<b>4 hrs.</b>	<b>Ouachita River Unit</b>
27-28	Public Speaking	8 a.m.	16 hrs.	Don Yancey
28	<b>*Gangs/Security Threat Groups</b>	<b>8 a.m.</b>	<b>4 hrs.</b>	<b>Ouachita River Unit</b>
28	<b>*Gangs/Security Threat Groups</b>	<b>12:30 p.m.</b>	<b>4 hrs.</b>	<b>Ouachita River Unit</b>
29	Grievance Prevention & Handling	8 a.m.	5 hrs.	HR
29	Internet Researching & Email	8:30 a.m.	7 hrs.	LR
30	Firearms Recertification Course	8 a.m.	8 hrs.	TA

**\* Regional Training ONLY**

### OPEN ENROLLMENT

#### Internet-Based e-Learning Classes.

Classes provided by the  
National Institute of Corrections  
Contact your unit trainer  
for information

The following open enrollment, Inter-Agency classes  
vary in length:

Who Moved My Cheese	Train the Trainer
Emotional Intelligence	CPR
FISH	Presenting Testimony
Dealing with Difficult People	
Give 'Em the Pickle	
Defensive Driving	(Classes held in Little Rock)





## Career news to use

### Retirement seminars slated for September

The Arkansas Public Employees Retirement System will provide information on the new contributory retirement program in these upcoming seminars:

Sept. 20	1 p.m. & 3 p.m.	Southwest AR Electric Coop Texarkana
Sept. 27	9 a.m.	AR State Police Headquarters Little Rock
Sept. 27	3 p.m.	One Capitol Mall Little Rock

### Ouachita Technical College offers chance to earn associate degree in Criminal Justice

Ouachita Technical College at Malvern offers an associate of applied science degree in Criminal Justice. Blake Robertson, a college representative, presented information about the degree during a recent Institutional Staff Meeting.



The associate degree is a 60-credit hour program, which is designed to meet the needs of students who wish to pursue a career in law enforcement or corrections, or those who are already employed in the field of criminal justice who seek to enhance their education, Robertson said.

Special Studies and Internships are offered by OTC in partnership with area law enforcement agencies.

The entire degree can be completed online but the student must be on campus for final exams.

Up to 12 hours of credit will be awarded to student who demonstrate completion of basic training courses certified by the Commission on Law Enforcement Standards and Training or the Arkansas Department of Correction.

"All of our credits will transfer to UALR (toward a bachelor degree)," Robertson said.

For more information about the degree, tuition and fees and more, visit [www.otcweb.edu](http://www.otcweb.edu) or call 1-501-337-5000 or 1-800-337-0266.

## ADC CALENDAR



### September 2005

5	Labor Day
22	First Day of Autumn
11	Grandparents' Day
11-14	National Major Gang Task Force Conference, Little Rock



### October 2005

10	Columbus Day
16	Boss's Day
29	ADC's 16th Annual Red Ribbon Run
30	Daylight Saving Time Ends
31	Halloween



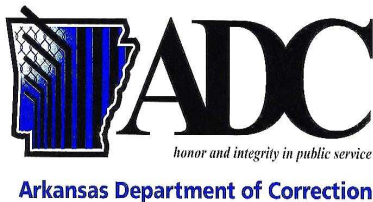
### November 2005

8	Election Day
11	Veteran's Day
25	Thanksgiving

## ADC Advocate Employee Newsletter

### ***ADC Mission Statement***

- *To provide public service by carrying out the mandates of the courts.*
- *To provide a safe humane environment for staff and inmates.*
- *To provide programs to strengthen the work ethic.*
- *To provide opportunities for spiritual, mental and physical growth.*



The *ADC Advocate* newsletter is published monthly by the Public Information Office for employees of the Arkansas Department of Correction. The publication strives to enhance communication and provide information on the development and achievements of this agency.

All employees are encouraged to submit articles, comments, ideas, letters and questions. The deadline for submission is tentatively set for the 15th of each month for inclusion in that month's publication.

Please be aware that all submitted items will be subject to editing. However, every effort will be made to maintain the writer's essential meaning.

In addition, statements contained in the *ADC Advocate* are the personal views of the authors and do not necessarily represent the opinion or policies of the Arkansas Department of Correction.

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